



Agenda Briefing

Date of Meeting: 08/18/2020

Responsible Department: Human Resources

Presenter: Yesenia Garza

Briefing Prepared By: Yesenia Garza

Strategic Focus Area: City Services

General Information / Subject:

Ordinance amending the City Seabrook "Personnel Policies", Chapter 5 "Compensation and Benefits" by adding a Section with "Certificate and Academic Pay Policy".

Executive Summary / Background:

Consider and take all appropriate action for approval of the ordinance amending the City of Seabrook "Personnel Policies", Chapter 5 "Compensation and Benefits" by adding a section with Certificate and Academic Pay Policy.

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Funding / Fiscal Information:

Account Number:

Amount Budgeted:

Amount Requested / Required:

Funding Source (if not budgeted):

Supporting Materials Attached:



Prior Action / Review by Council, Boards, Commissions:

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Staff Recommendation:**APPROVED BY:
(as appropriate)***Ysenia Garza*

08/13/2020

Preparer or Department Director_____
Date_____
Building Official, if needed_____
Date_____
City Secretary, if needed_____
Date_____
Community and Visitor Relations Director
if needed_____
Date_____
Court Administrator, if needed_____
Date_____
Deputy City Manager, if needed_____
Date_____
EDC Director, if needed_____
Date_____
Emergency Services Director, if needed_____
Date

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Finance Director, if needed

Date

HR Director, if needed

Date

IT Director, if needed

Date

Police Chief, if needed

Date

Public Works Director, if needed

Date

8/14/2020

City Manager

Date